

**Julia L. Butterfield Memorial Library
Monthly Board Meeting August 16/2023**

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:34 pm by Board Vice President Marjorie Gage (note: Judy Meyer, Board President was running a few minutes late)

ROLL CALL

In attendance:

Library Director: Johanna Reinhardt

Board members: Judy Meyer, Marjorie Gage, Dennis Gagnon, Deb Dichter

Catherine Platt: absent due to illness

Note: Also in attendance to update the reports on both our Investment Accounts was Fred Rodriguez from Wells Fargo Financial Advisors

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

Note: *The acceptance and approval of both the June 2023 Minutes and our July meeting were both motioned for approval by Marjorie Gage, seconded by Deb Dichter and approved unanimously.*

Fred Rodriguez presented an update for both our accounts for review and discussion. It was agreed upon that we will meet once a quarter for updates and review of account status.

Marjorie Gage requested a breakdown identifying the following:

- Deposits
- Withdrawals
- Fees

Next update presentation is scheduled for October 18/2023

Also discussed was the confirmation that the Advisor's fee will be reduced to .9% as previously agreed upon.

Fred departed from the meeting at approx. 6:50 pm

Warrants and or resolutions: See * for pertinent items

FINANCIAL REVIEW: (*See Financial attachments)

- **VOTE*:** Acceptance of Warrants and Checks, Dennis Gagnon made a motion to accept the August 2023 warrants/checks; Marjorie Gage seconded. Motion accepted unanimously.
- Reviewed and discussion of the Deposit/Check Detail, Balance Sheet, P & L for July 2023

DIRECTOR'S REPORT:

(See attached Director's Report for full scope and additional details)

Johanna reported, in detail, on the previous month's Meetings & Workshops attended, including but not limited to the following:

- JLB's Bicentennial donations to date has reached our goal plus
- Passports fees are continuing to generate income
- The Little Free Library seems to be a great success
- Work is continuing for the staff area in the lower level back room albeit behind schedule
- The sink and cabinet for the conference room are still outstanding and way past the promised completion date.
- Brief discussion of preparing for additional funding through a public referendum.
- Our 2021 financial audit has been completed
- Flooding problem due to overwhelming storms still apparent despite sump pump that need to be addressed with a permanent solution(s)

Committees/Groups:

- Friends: No report

FACILITIES REPORT:

- Work is continuing for the staff area
- Support lintel needs to be installed at archway removal also access to the chimney clean out access panel

OLD BUSINESS:

- No discussion

POLICY:

- No new Policies

ADJOURNMENT: Dennis made a motion to adjourn the meeting. Deb Dichter seconded. Unanimously approved. Meeting adjourned at 7:44 pm

The next meeting of the Board is scheduled to take place on Wednesday, September 20, 2023, 6:30 PM

Respectfully submitted by:

Dennis Gagnon, Interim Secretary